



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools
Division Superintendent**

September 30, 2024

DIVISION MEMORANDUM

No. 472, s. 2024

**ADMINISTRATION OF THE 2024 SPECIAL PHILIPPINE EDUCATIONAL
PLACEMENT TEST (PEPT)**

To: Assistant Schools Division Superintendents

Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/APSDSs
Public/Private Secondary School Heads
All Others Concerned

1. In reference to Deped Memorandum No. 034, s. 2024 titled "Administration of the 2024 Special Philippine Educational Placement Test (PEPT)" and DepEd Advisory, dated September 20, 2024, titled, Changes in the Schedule of the "Administration of the 2024 Special Placement Educational Placement Test (PEPT)"
2. The new schedule of the administration of the 2024 Special Philippine Educational Placement Test (PEPT) is on October 13, 2024 at Cortes Central Elementary School, Cortes, Bohol.
3. Examinees are expected to be at the venue 7:30 in the morning on the examination date and must bring the registration form with picture and two (2) or more pencils with sharpener.
4. In relation to this, Division personnel and PSDS of Cortes District shall monitor the conduct of the 2024 Special Philippine Educational Placement Test (PEPT) to ensure the smooth flow of the said examination. Travel and other incidental expenses incurred by the monitoring team and examiner shall be charged against School/Division MOOE/PSF-NASBE, subject to the usual government accounting and auditing rules and regulations.
5. Members of the Testing Personnel on the 2024 Special Philippine Educational Placement Test (PEPT), are entitled to claim a one and half day (1.5) Service Credit/CTO.
6. Examiner of the said 2024 Special Philippine Educational Placement Test (PEPT) is Mrs. Dahlia J. Dultra of Sagbayan District.

7. For details, please refer to the attached Memoranda.
8. For more information, please contact Elizabeth J. Pido, Division Testing Coordinator @ elizabethpido@deped.gov.ph.
9. Widest dissemination of this Memorandum is desired.

CASIANA P. CABERTE PhD, CESO VI
Schools Division Superintendent



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Republic of the Philippines
Department of Education
BUREAU OF EDUCATION ASSESSMENT

Office of the Director

September 20, 2024

ADVISORY

Changes in the Schedule of the Administration of the 2024 Special Philippine Educational Placement Test (PEPT)

In reference to DepEd Memorandum No. 034, s. 2024 titled "Administration of the 2024 Special Philippine Educational Placement Test", this advisory provides the new testing schedule and additional guidelines for the conduct of the Special PEPT.

Testing Schedule

1. The new schedule of the administration of the 2024 Special PEPT is stated below:

Cluster	Original Date	New Schedule
Luzon	August 4, 2024	October 6, 2024
Visayas-Mindanao	August 11, 2024	October 13, 2024

2. Should there be any unexpected/unforeseen circumstances (e.g., fire, flood, some difficulties due to inclement weather conditions, a transportation strike, or other related temporary reason), an official correspondence (e.g., memorandum/letter) from the Regional Office (RO) shall be sent to the Bureau of Education Assessment (BEA) requesting for the rescheduling of the test administration, attaching the necessary supporting documents subject for approval. The said correspondence shall be addressed to:

DR. KEVIN CARL P. SANTOS
Director IV
Bureau of Education Assessment

Participating Learners and Schools

3. The target registrants for PEPT are the following:
- Learners from schools without government permit,
 - Learners from nonformal and informal education programs,
 - Learners who have incomplete or no record of formal schooling,
 - Learners with back subjects
 - Learners who need grade-level standards assessment, and
 - Learners who are overage for their grade levels

Note: Learners with disabilities (LWDs) may also be assessed provided that the test accommodations stipulated in Section 9 of DepEd Order No. 55, s. 2016 are met.

4. Select schools shall serve as testing centers.



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Registration and Evaluation of Documentary Requirements

5. The Division Testing Coordinator (DTC) shall be responsible for facilitating the registration process and collecting the necessary documentary requirements. They can still accept test registrants to utilize the test materials allocated for their respective Schools Division Offices (SDOs). The DTCs shall identify the cut-off date for accepting test registrants to manage the evaluation of the submitted documentary requirements before the test administration.
6. Walk-in registrants shall not be accommodated during the test administration.

Test Materials (TMs)

7. The quantity of Test Booklets (TBs) and Answer Sheets (ASs) to be provided was based on the actual number of test registrants per testing center with buffer. Refer to the attached allocation of test materials per testing center.
8. **Photocopying of the TBs and ASs is NOT allowed.**
9. Maintain the integrity of the test before, during, and after the test administration as stipulated in Section 13 of DepEd Order 55, s. 2016, titled "Breach of Security in National Examinations and Corresponding Sanctions".

Testing Room and Arrangement

10. The examinees shall be grouped according to their **Last Level Completed (LLC)** and **Age**.
11. After grouping the examinees by LLC and age, their seating arrangement shall be in alphabetical order based on the last name regardless of sex. Other appropriate seating arrangements may be implemented for some communities with cultural considerations in the groupings and physical arrangement of individuals concerning sex.

Contact Information of the Forwarder

12. For the delivery and retrieval of test materials, Division Testing Coordinators (DTCs) are advised to contact **Ximex Delivery Express**, the official forwarder of BEA, through its official contact numbers: 0917 812 7122; 0917 638 2329; and/or 0917 561 6503 **for the timely retrieval of test materials**.
13. Immediate dissemination of this Advisory is desired.

DR. KEVIN CARL P. SANTOS
Director IV
Bureau of Education Assessment